Download the Search Results for a Deposit

To download the search results of a deposit, complete the following steps:

1. Refer to the steps for *Search for a Deposit*.

2. When the *Search Results* table appears, click **Download**. The *Download Deposits* page appears.

3. Select **XML file** or **CSV file** as the file format.

4. Check the desired attributes that you want to download for
   - **Deposit Information**
   - **Financial Institution Information**
   - **Agency Information**
   - **Accounting Subtotals and User Defined Data**
   - **Foreign Deposit Information**

   Or

   Click **Check All** to download all attributes.

5. Click **Submit**. The *File Download* dialog box appears.

6. Click **Open** or **Save**.

Application Tip

If you click **Open**, the content of the file displays. If you click **Save**, choose the location where you want to save the file.

Application Tip

Additional buttons on the page that help you perform other tasks:
- Click **Cancel** to return to the OTCnet Home Page. No data will be saved.
- Click **Clear** to clear all data fields and reset to the default selections.
- Click **Download** to download the search results.
- Click **Previous** to return to the previous page.
- Click **Print Deposit Ticket** to print a formatted deposit ticket.
- Click **Search** to display the deposits that match the search criteria.
- Click **Return Home** to return to the OTCnet Home Page.
- Click **View Voucher Event Log** to view the history of the deposit voucher events.